



Bar Hill Parish Council
Minutes of the Parish Council Meeting
In the Parish Council meeting room Parish Council
Office Hanover Close Bar Hill CB23 8EH
at 7.00 pm on Thursday 21 September 2023

Present:

B Waters – Chairman (BW)
S Jenkins – Vice-Chairman (SJ)
K Zargar – Councillor (KZ)
B Howard – Councillor (BH)
J Hall – Councillor (JH)
A Mitchell – Councillor (SJ)
G Ellingham – Councillor (GE)
W Hamlett-Evans – Councillor (WHE)
S Williams – Councillor (SW)

In attendance:

M Cox – Responsible Financial Officer (RFO)
K Flack – Clerk's Assistant (CA)
5 members of the public

Chairman's Welcome

The Chairman welcomed everyone to the meeting at 7.00 pm

Open Forum

Resident 1 spoke on item FC216.23 to request access across Parish Council land

2 members of the public left at 7.04 pm

John Macmillan, Head of Assets at Cambridgeshire County Council, spoke about issues with the Post Office in Bar Hill. A press release is to be issued. A discussion was held

1 member of the public left at 7.17 pm

Meeting opened at 7.17 pm

FC162.23 To receive and accept apologies for absence

L Bladen – Councillor
G Hinchliffe – Councillor
G Tamulonis – Councillor

FC163.23 To receive any declarations of interest

BH – Bar Hill Sports and Social Club
SJ – Bar Hill Sports and Social Club
WHE – Bar Hill Sports and Social Club
MC – Farmhouse

FC164.23 To note any new dispensations granted

None

FC165.23 To receive reports from County and District Councillors (for information only)

Reports from County and District Councillors were circulated and received by Council
A discussion with EM was held on buses, A14 gyratory and Bar Hill Post Office

1 member of the public arrived at 7.27 pm

FC166.23 Report from Chairman

Thanks were expressed for CA and RFO for their work while the clerk is off.



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Report on a meeting with the Local Highways Officer (LHO) from Cambridgeshire County Council, clerks of other villages and EM. The system for dealing with pathway and road issues is being simplified.

FC167.23 Minutes of Monthly Council Meeting

Correction to Councillors that attended July meeting

Resolved that the minutes of the meetings held on 20 July 2023 and 4 September 2023 be approved and signed as a true record and to confirm the agenda of the same date.

Proposed SJ Seconded GE and approved

FC170.23 Clerk's Report (For information only)

None

FC171.23 Finance

FC171.23.1 **Resolved** to approve Receipts and Payments, and reconciliations to 20 July 2023
Proposed BW Seconded KZ and approved

FC171.23.2 **Resolved** to approve accounts (balance analysis etc) to 20 July 2023
Proposed AM Seconded JH and approved.

FC171.23.3 **Resolved** to approve Receipts and Payments, and reconciliations to 17 August 2023
Proposed BW Seconded KZ and approved

FC171.23.4 **Resolved** to approve accounts (balance analysis etc) to 17 August 2023
Proposed AM Seconded KZ and approved.

FC171.23.5 **Resolved** to approve payments of online banking payments/cheques up to 21 September 2023
Proposed SW Seconded WHE and approved

FC171.23.6 Clerk's Assistant's overtime hours
None

FC204.23.7 RFO explained issues with sign off from PKF Littlejohn
Resolved to approve year end and sign off from PKF Littlejohn
Proposed AM Seconded GE and approved

FC204.23.8 To receive initial expenditure proposals for period 2024/2025
Suggestions were made: 3 year contracts for stream, hedges, grass cutting and other stream work; Viking Way; Farmhouse maintenance; play area; painting the office.

FC173.23 Planning

FC206.23.1 23/03286/ADV Installation of a Digitally printed 'Pets at Home/Vets for Pets' Glazing Vinyls to Upper Windows, Internally illuminated 'Pets at Home/Vets for Pets' Fascia Panel, Internally illuminated 'Hello Barr Hill' Fascia Panel, Non Illuminated Blank Fascia Panel, Digitally printed Photographic Vinyls to Lower Windows, Foamex 'Pets Deliveries' panel to Fascia, and 'Pets at Home' Vinyls to existing Projecting Sign
Pets At Home The Mall Viking Way
Councillors were informed that the planners had already been informed about the incorrect spelling of Bar Hill in the application description.
Resolved to make no comment



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Proposed WHE Seconded BH and approved

FC206.23.2 TTRO - Saxon Way & Crafts Way, Bar Hill 09/10/2023 - 13/10/2023 Carriageway resurfacing – for information only

Resolved to make no comment

Proposed WHE Seconded BH and approved

FC174.23 Minutes of the Environment and Amenities Committee

The minutes were circulated and received by Council

A discussion was held with suggestions to the Committee

Item EA137.23 now considered at item FC217.23.1

Resolved to receive the Minutes of the Environment and Amenities Committee and approve all recommendations, with amendments, contained therein of meeting of 6 September 2023

Proposed BW Seconded WHE and approved

FC208.23 BHSSC Fair

Defer to next meeting

FC209.23 Cambridgeshire County Council Weed Spraying Policy

A discussion was held on this item

Resolved to follow County Cllr Count's template letter

Proposed AM Seconded SJ and approved

FC210.23 Viking Way

A discussion was held on this item

Resolved to get quotes from 3 contractors

Proposed BW Seconded AM and approved

FC211.23 Community Market

A discussion was held on this item

Resolved to agree for October and November as long as the Parish Council's Street Trading Policy is complied with, to be reviewed in January

Proposed SJ Seconded AM and approved

FC212.23 Village Hall

A discussion was held on this item

Deferred to Finance and Policy Committee

FC188.23 Exclusion of Press and Public

To consider whether under section 1(2) of the Public Bodies (admission to Meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the special and confidential nature of the business about to be transacted at Agenda Item FC214.23 to FC219.23 Hollytrees 1, Hollytrees 2, Otter Close, Dam Brook, Farmhouse lease, Staffing it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw.

Proposed KZ Seconded GE and **resolved** to close the meeting at 8.20 pm.

3 members of the public and EM left the meeting at 8.20 pm

BH left the meeting at 8.24 pm

BH rejoined the meeting at 8.25 pm



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Closed session commenced at 8.26 pm

FC214.23 Hollytrees 1

A discussion was held

Resolved to write to the resident to decline permission as access for grasscutters would be a problem

Proposed JH Seconded BH and approved

FC215.23 Hollytrees 2

A discussion was held

Resolved to write to resident to acknowledge their letter and inform them the work is in hand

Proposed SW Seconded KZ and approved

FC216.23 Otter Close

A discussion was held on this item

Resolved to write to resident to decline request to go over Parish Council land at the rear of their property

Proposed SJ Seconded AM and approved

FC217.23 Dam Brook

FC217.23.1 To consider quotes for a single cut of the stream banks

Councillors were informed that this item was from E&A because the cost was outside the committee's Terms of Reference. A discussion was held

Resolved to accept the quote from M G Tree Surgery

Proposed BW Seconded SJ and proposed

FC217.23.2 To consider quotes for work alongside stream

A discussion was held

Resolved to accept the quote from RH Landscapes subject to amending location description

Proposed AM Seconded JH and approved

RFO left the meeting at 8.48 pm

FC218.23 Farmhouse lease

A discussion was held

Resolved to send a draft letter and a copy of the old lease to the Council's solicitor and advise the tenant of this action.

Proposed SJ Seconded SW and approved

CA left the meeting at 9.15 pm

FC219.23 Staffing

Staff timesheets were reviewed. A discussion took place as to best way forward after professional advice had been sought.

Resolved to accept and act on formal advice given. Panel to be set up to include BW, SJ and one other Councillor

Proposed KZ seconded JH and agreed

The closed session concluded at 9.30 pm.

Meeting Opened at 9.31 pm



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FC195.23 **Agenda items for next meeting**

FC196.23 **Date of next meeting: 21 September 2023**

Meeting closed at 9.34 pm

Signed:

Chairman of the Parish Council

Dated

DRAFT